

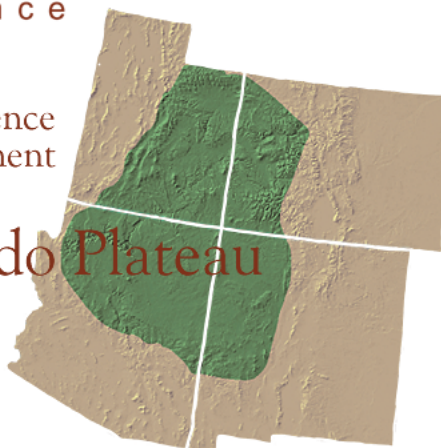
PROCEEDINGS OF THE SEVENTH BIENNIAL CONFERENCE
OF RESEARCH ON THE COLORADO PLATEAU

Instructions to Authors

7th Biennial
conference

Integrating Science
and Management
on the

Colorado Plateau



A conference proceedings will be published by the Colorado Plateau Field Station as a record of the conference. All papers meeting the criteria below will be considered for inclusion. It is important to follow the guidelines below – doing so enables us to copy-edit and format the proceedings quickly and efficiently. **Papers that do not follow the guidelines are subject to return or rejection.**

AUTHORS, PLEASE SUBMIT:

- A digital copy of the manuscript in either Microsoft Word (2000 or higher) on a 3½ in. floppy disk or as an e-mail attachment.
- Two hard copies of the manuscript. Hard copies should be double-spaced and use Times New Roman **12 point** font size throughout. The CBE Style Manual is the standard used by the U.S. Geological Survey; Webster's Unabridged Dictionary is the standard spelling reference.
- Figures, photos, and tables, should each be on a separate sheet of paper. See instructions below.

STRUCTURE OF MANUSCRIPT

1. **Title Page.** The title should be descriptive, clear and brief; it should identify the subject matter. Also, please list each of the authors and their affiliation with a complete mailing address.
2. **Abstract.** A brief (no more than 5% of the paper's length) summary of the conclusions of the paper. It shall include the salient facts discussed in the report as well as conclusions reached in relation to research objectives. The abstract is the author's opportunity to state, in a condensed style, the contributions of the research paper. It should be brief, clearly written and cover the subject completely enough to "stand alone"; it should tell the reader what the project was about and the results of that research.
3. **Key words.** Please provide a brief list of key words (less than 12).
4. **Introduction.** Your introduction should include the following elements: (1) the problem/s being investigated, (2) objectives of the research, (3) the general plan of treatment, and (4) a literature review and summary of previous work which relates to the research topic.
5. **Methods.** A brief, but complete description of the methods used in the study. Please number in parentheses mathematical formulae sequentially to the right of each formula.
6. **Results.** This section should highlight your observations and data acquired during the investigation, including appropriate tables, figures and statistical analyses. Standard deviations and/or standard errors should accompany means when the latter are presented, either in the text or a table. Regression lines should be accompanied by at least the R-squared statistic. Other statistical material (e.g., analyses of variance) should be presented in a manner consistent with that used in various professional journals (e.g., The Journal of Range Management or Ecology).
7. **Discussion.** This section includes a discussion and summary of your research findings, along with any conclusions derived from the study. Special effort should be made to relate your findings to the purposes for which the study was undertaken.
8. **Acknowledgments.** Optional.

9. **Literature Cited.** A complete alphabetical list of all references used in the paper. Do not abbreviate journal titles; **please write them out completely.** Footnotes are **not** to be used for literature citations and should be kept to a minimum (preferably not used at all).

Here are some examples:

Journal Article	Clary, W.P., and D.A. Jameson. 1981. Herbage production following tree and shrub removal in the pinyon-juniper type of Arizona. <i>Journal of Range Management</i> 34:109-113.
Technical Report	Evans, R.A. 1988. Management of pinyon-juniper woodlands. U.S. Department of Agriculture, Forest Service. General Technical Report INT-249. Intermountain Forest and Range Experiment Station, Ogden, UT. 34 pp.
Proceedings	Hironaka, M. 1989. Primary successional theories. Pages 29-31 <i>in</i> D. E. Ferguson, P. Morgan and F. D. Johnson, editors. <i>Proceedings--Land classifications based on vegetation: Applications for resource management</i> , Moscow, ID; November 17-19, 1987. U.S. Department of Agriculture, Forest Service General Technical Report INT-257. Intermountain Forest and Range Experiment Station, Ogden, UT.
Book Chapter	McIntosh, R.P. 1980. The relationship between succession and the recovery process in Ecosystems. Pages 11-62 <i>in</i> J. Cairns, Jr., editor. <i>The recovery process in damaged ecosystems</i> . Ann Arbor Science Publishers, Inc., Ann Arbor, MI.
Book	Shimwell, D.W. 1971. <i>The description and classification of vegetation</i> . University of Washington Press, Seattle, WA.
Article In Press	Smith, J. R. 1999. American woodcock singing grounds, summer fields, and night surveys in West Virginia. <i>Journal of Wildlife Management</i> . In press.

10. **Appendices.** These are not recommended but will be admitted on a case-by-case basis. Appendices contain supplementary supporting material not contained in the main body of the report because of their bulk or peripheral nature.

OTHER NOTES:

- Use a minimum of formatting. We re-format all papers, so do not use tabs, hyphenation, cover sheets, page numbering, justification, etc. Start each new paragraph flush left and double-space between paragraphs. Please remember to run the manuscript through a spell-checker before submittal.
- Please use the author-date system for citations. **Do not place a comma between the author and date.** For example:
(Smith 1987)

Multiple citations are separated by commas and placed in chronological order. Do not italicize "et al." For example:

(Smith 1987, Jones and White 1989, Hall et al. 1996)

Do not use footnotes or endnotes. Re-formatting footnotes and endnotes can be difficult, and it increases the possibility for errors. Any material you would normally include in a footnote should either be worked into the main text or else omitted.

- **Figures and Tables.** Material presented in figures should not be duplicated in tables and vice-versa. The author should keep the number of tables and figures down to the minimum needed to clarify the results of the research. All photos and figures must be submitted in **black & white**, not color (color sometimes does not reproduce properly when transferred to B&W). **Do NOT incorporate figures, photos, or tables into text;** save them as separate files on disk.
 - a. **Figures.** Figures include graphs, maps, photographs, drawings, or other visual material. Drafts may be submitted with rough figures as long as these figures are clear and legible. However, in the final draft of the manuscript, camera ready figures should be submitted (i.e., original drawings done with a Leroy Lettering Set or adhesive letters, 8x10 or 5x7 glossy, high-contrast B&W photos, laser printer and pen-plotter formats --no dot matrix!).

Number figures sequentially with Arabic numerals in the order that they are discussed, and refer to them in the text by their numbers: “in Fig. 1, ““(Figs. 2 and 3).” If only one figure is in the manuscript, use “Figure.” **Figures should be numbered lightly on the back in pencil (preferably blue). Write the author’s last name and the figure number (e.g., Smith et al. Fig. 2).**

Captions corresponding to figure numbers should be typed consecutively on a separate sheet of paper; DO NOT write figure captions directly on the figure. Captions for each figure should be able to “stand alone” as an explanation.

- b. **Tables.** A standard journal format, for example *Ecology*, should be used with captions left justified above the table. Oversized (i.e., 11x17) tables cannot be handled. Large tables should be photographically reduced (some laser printers will do this nicely) or should be separated into several, consecutive pages.

- **Abbreviations and Symbols.**

- a. **Units of Measure.** Use the metric system for all measurements. If you wish to include English measurements, do so in parentheses following the metric units. Abbreviate units of measure when they appear with a number (e.g., 10 ha); spell out the unit when no quantity is given (e.g., several milliliters, not several mL; several ground squirrels per hectare, not several ground squirrels/ha). Leave a space between the number and the unit of measure except when they form a unit modifier that requires a hyphen (e.g., 100-mL beaker). Use the rule of 10 – all numbers from 1-9 are written out, while numbers of 10 and above are enumerated (e.g., seven, 11, 15, three).
- b. **Signs and Symbols.** Use the Celsius rather than the Fahrenheit temperature scale (e.g., 10°C). Use the signs for “plus” and “minus” only with numerals (e.g., +10°C). Leave no space between the number and the symbol.

Use standard statistical symbols and abbreviations.

n	sample size
N	population or lot size
\bar{x}	arithmetic mean of the sample
μ	Mean of the population
SD	standard deviation of the sample
σ	Standard deviation of the population
CV	coefficient of variation
s^2	sample variance
σ^2	Variance of the population
SE	standard error
t	t distribution: shows both the random variable and a particular or observed value of this variable
F	F distribution: shows both the random variable and a particular or observed value of this variable
df	degree(s) of freedom
χ^2	Chi-squared distribution: shows the random variable and a particular or observed value of this variable
P	level of significance, probability
β	regression coefficient of population
r	coefficient of correlation, sample
r^2	coefficient of determination for r
R	coefficient of multiple correlation
R^2	coefficient of determination for R
CI	confidence interval